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**Daniel Bennett**  
Secretary

**Matt Carlin**  
Commissioner

**Minutes**

**Board of Elevator Regulations**  
**One Ashburton Place, 13th Floor**  
**DPS Conference Room**  
**November 1, 2016 at 9:00 a.m.**

**Board Member Present:**

Stephen Sampson, Chairman  
David Gaudet  
John O'Donoghue  
Michael J. Nicoloro Jr.  
Cheryl Davis  
David Morgan

**Guests Present:**

Walter Zalenski (DPS)  
Joseph O'Malley (DPS)  
Ruthy Barros (DPS)

**Board Members Absent:**

Harold J. McGonagle  
Tom Riley

**Code Review**

The Board, along with Elevator Supervisor Walter Zalenski and Code Coordinator Joseph O'Malley reviewed a list of questions and comments from Walter and Joseph (Exhibit 4). Walter and Joseph discussed with the Board, questions and comments they had regarding the redline version of the code. The Board went through Exhibit 4 and made suggestions while cross referencing any suggested changes to avoid conflict. The Board referenced proposed changes that were made from previous code review meetings with legal. The Board also discussed in length section 2.27.11, in regards to Occupant Evacuation

Operation (OEO). Board member John O'Donoghue suggested that the Board meet to discuss the section regarding OEO. Lastly, the Board requested that legal provide the Board with the most recently updated copy of the proposed code.

**Exhibit List:**

Exhibit 1: Meeting minutes from October 18, 2016

Exhibit 2: Meeting minutes from October 25, 2016

Exhibit 3: Code Comments from Cheryl Davis

Exhibit 4: Code Comments from Walter Zalenski and Joseph O'Malley

**Motion to adjourn by:** David Morgan

**Seconded by:** John O'Donoghue

**Vote: 6-0; Granted.**

Hearing Concluded at 2:22 p.m.

Prepared by: Ruthy Barros